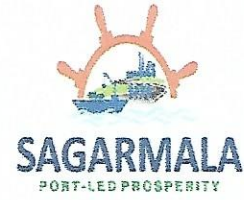




कोचिन पोर्ट ट्रस्ट  
COCHIN PORT TRUST

यातायात विभाग  
TRAFFIC DEPARTMENT

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संख्या/No.A1/401/RFID/2021 -T

दिनांक/dt: 28<sup>th</sup> Sep, 2021

**TRADE NOTICE No.13/2021**

**Implementation of QR Code based Access Control System at Ernakulam Wharf**

1. As part of its continuing pursuit towards excellence in bringing an Ease of Doing Business, Cochin Port is introducing QR Code based Access Control System at Ernakulam Wharf integrated with Online Wharf Entry Pass System. The secure system enables the members of Cochin Port Trade fraternity to apply and obtain access control passes from the comfort of their offices or from any location.
2. The existing RFID system shall be replaced and the QR Code based Access Control System shall be in force with effect from 01.10.2021.
3. The members of Cochin Port Trade fraternity can access the new QR Code based Access Control System at <https://pos.cochinport.com>.
4. The Port Users who need to enter their vehicles at Ernakulam Wharf are requested to complete the registration process prior to the date of wharf entry. The details of vehicles and drivers who are already registered with existing RFID system shall be available in the new system. The respective Agents concerned shall update their data by accessing through online pass module available in the link referred to above.
5. For the sake of familiarization with the new system, a User's Guide is attached with this trade notice. Members are requested to acquaint with the steps to be followed and to share this with their associates also.
6. For any query or assistance required in this connection, the Members of the Trade may contact Sri.P.Biswajith Menon, Dy.Wharf Superintendent (04842582808 / 9847732830, [biswajith@cochinport.gov.in](mailto:biswajith@cochinport.gov.in)) or Sri.N.T.Anilkumar, Wharf Superintendent (04842582234/ 9495736460, [anilkumar.nt@cochinport.gov.in](mailto:anilkumar.nt@cochinport.gov.in)).

  
28/09/2021  
TRAFFIC MANAGER

To  
All Port Users

Copy to:

- 1) All HoDs/ Dy.Commandant CISF.
- 2) Sr.ATM (E&O)/ Sr.ATM (CFS)/WS(EW/MW/OTB)/Pass Section
- 3) PS to Chairman – for kind information of Dy. Chairman.
- 4) PS to Dy. Chairman - for kind information of Dy. Chairman.
- 5) Sr.DD(EDP) – for uploading on website
- 6) Hindi Section for translation

**User' Guide: QR Code based Access Control System****1. Registration :**

- a) **Drivers of Cargo Carrying Vehicles:** Drivers engaged by Port Users are required to be registered in online portal by submitting their License and Aadhaar Card details. Drivers registered with the existing RFID system shall update their data in online portal.
- b) **HMV & Other Cargo Vehicles:** Port Users shall register their Heavy Motor Vehicles and other Vehicles carrying cargo/ship stores in QR Code system by submitting the details of Registration Certificate and Insurance. Users can also update the details of Vehicles registered with the existing RFID system in online portal.
- c) **LMVs & Two Wheelers :**
  - i. **Port Users:** LMVs and Two Wheelers (on special approval) used by Port users shall also be registered in QR Code system through online module. Users can also update the details of Vehicles registered with the existing RFID system in online portal.
  - ii. **Port Employees:** Employees posted in Ernakulam Wharf shall be registered in QR Code system on due endorsement from their Divisional Heads.

**2. Cost & Validity**

- a) One time cost for Vehicle registration shall be Rs.71/-
- b) One time cost for Driver registration shall be Rs.103/-
- c) The validity of registration will be 5 years subject to updation of Insurance particulars, in case of vehicles and updation of expiry date of license, in case of drivers.

However, the above charges will not be levied from the existing RFID users till expiry of validity of 5 years, from the date of issue of RFID.

**3. Procedure for applying QR Code based Vehicle Pass for Wharf Entry:**

- a. Drivers and Vehicles registered with QR code based Access Control system only shall be available for selection from the Master list for applying Wharf Entry Pass. Further, the driver should have a valid Wharf Entry Pass (either Daily/Weekly issued to the same agent or Temporary/Biometric Pass issued to any agent).
- b. On approval from Traffic Department, the QR Code based Vehicle Pass for Wharf Entry shall be issued by CISF and shall be available in online portal. Printed copy of the QR Code Pass shall be produced at the gate for Wharf Entry.



#### 4. Procedure for Wharf Entry:

Wharf entry of all vehicles will be permitted against QR Code based Vehicle Pass.

- a. **Cargo Vehicles:** All type of vehicles empty/loaded for loading/unloading import/export cargo will be permitted wharf entry through Lane-1 of IN Gate. The vehicles need to be positioned in front of the Boom Barrier and the drivers are advised to keep their QR Code pass for scanning by CISF officials. On verification of the details, clearance will be given by Traffic & CISF officials in the system and the Boom Barrier will be lifted accordingly.
- b. **LMV and Two Wheelers:** All LMVs and Two Wheelers are permitted entry through Lane-2 of IN gate. On scanning the QR Code and on verification of pass details, the Boom barrier shall be lifted by CISF officials.

#### 5. Procedure for Exit from Wharf

- a. **Cargo Vehicles (Loaded):** Loaded Cargo vehicles are to be positioned behind Lane-3 of the Exit Gate at the earmarked area and the Vehicle Tickets to be handed over to the Gate Office-Traffic Section. Traffic officials at the gate will verify the loaded cargo particulars and will update in the system by selecting the vehicle details. Thereafter, the QR code of the vehicle pass shall be scanned by CISF official who will give clearance in the system after verifying the details and Boom barrier will be lifted accordingly.
- b. **Cargo Vehicles (Empty):** Empty cargo vehicles can approach the Lane-3 of Exit Gate where Traffic officials will give clearance in system on verification of details. Thereafter, the QR code of the vehicle pass will be scanned by CISF officials who will give clearance in the system after verifying the details and Boom barrier will be lifted accordingly.
- c. **LMVs:** All LMVs can approach the Lane-3 of Exit Gate directly. CISF officials will scan the QR code and after checking the vehicle, will give clearance in the system and also for opening the Boom Barrier.
- d. **Two Wheelers:** Two wheelers can approach Lane-4 of Exit Gate. CISF officials will scan the QR code and after checking the vehicle, will give clearance in the system and also for opening the Boom Barrier.

#### 6. To answer any query or assistance, please contact:

Name	Sri.P.Biswajith Menon	Sri.N.T.Anilkumar,
Designation	Dy. Wharf Superintendent	Wharf Superintendent
Phone	04842582808 / 9847732830	04842582234/ 9495736460
Email	<a href="mailto:biswajith@cochinport.gov.in">biswajith@cochinport.gov.in</a>	<a href="mailto:anilkumar.nt@cochinport.gov.in">anilkumar.nt@cochinport.gov.in</a>

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